

MEETING NO. 214
MINUTES OF A MEETING OF THE
MUSEUM OF NEW ZEALAND TE PAPA TONGAREWA BOARD
29 NOVEMBER 2019

PRESENT	Hon. Dame Fran Wilde	Chair
	Ms. Jackie Lloyd	People and Organisation Culture Committee (POCC) Chair
	Mr. James Daniels	
	Prof. Jacinta Ruru	
	Ms. Caren Rangi	Assurance & Risk Committee (ARC) Chair (attended remotely)
	Sir Rob Fenwick	(attended remotely)
	Prof. Sir Peter Gluckman	(attended remotely)

IN ATTENDANCE	Mr. Geraint Martin	Chief Executive (CE)
	Dr. Arapata Hakiwai	Kaihautū
	Ms. Lisa Tipping	Chief Finance and Operations Officer
	Ms. Leigh Deuchars	Director Strategy & Performance (S&P)
	Mr. Peter Cunninghame	Head of Property, Facilities and Security
	Ms. Jamee Taylor	Board Secretary

APOLOGIES n/a

BOARD ONLY SESSION

The Board held an in-camera discussion from 8am.

Ms. Caren Rangi and Sir Rob Fenwick left the meeting at 8.56am.

The CE, Kaihautū, and Board Secretary joined the meeting at 8.57am.

The Chair noted apologies from Ms. Caren Rangi and Sir Rob Fenwick and advised Prof. Sir Peter Gluckman would be joining the meeting in due course.

KAUPAPA WHAKAHAERE | STANDING ITEMS

1. CONFLICTS OF INTEREST

The Board noted the interests register, including new interests which will be recorded.

Action: Board Secretary to update the register of interests.

2. DRAFT MINUTES OF BOARD 213 (17 October 2019)

The Minutes of Meeting 213 (17 October 2019) were approved.

The Board noted that approved minutes would be published on Te Papa's website, with appropriate redactions of material such as commercial agreements etc. and delegated power to the Chair to approve redactions before being published on the website.

3. ACTION ITEMS AND MATTERS ARISING

The Board noted completed action items which will be removed from the register.

There were no other matters arising.

4. BOARD WORK PROGRAMME

The Board asked management to explore holding board meetings in Waitangi (concurrent with Museums Aotearoa conference), Auckland and Gisborne this year and Otago next year.

The Board noted the work programme.

5. CE REPORT

The paper was taken as read.

The CE introduced his report and acknowledged that this would be his last Board meeting.

The Head of Property, Facilities and Security joined the meeting at 9.24am.

It was confirmed that the increased use of natural gas was high during the year due to the commissioning of the new chillers and that this is not expected this year.

The Head of Property, Facilities and Security left the meeting at 9.26am.

The Board noted the report and update.

Prof. Sir Peter Gluckman joined the meeting at 9.29am.

6. KAIHAUTŪ REPORT

The report was taken as read.

The Kaihautū introduced his report.

The Board noted the report and update.

The CFOO joined the meeting at 9.42am.

7. FINANCE REPORT

The report was taken as read.

The CFOO provided an update on Te Papa's bid as part of Budget 20 which has been updated recently to incorporate both the Ministry's and Minister's feedback.

Discussion points included costs related to the convention centre.

The Board noted the report.

8. HEALTH AND SAFETY REPORT

The report was taken as read.

The CFOO introduced the report and provided highlights.

A board member raised the question of Tai Tamariki Kindergarten (on Te Papa's premises) and their health and safety accountability. The CFOO agreed that Management would talk with Tai Tamariki to understand if there are any compliance issues with which they may require assistance.

The Board noted the report.

The Head of Property, Facilities and Security joined the meeting at 9.59am.

KAUPAPA HEI WHAKATAU | ITEMS FOR DECISION

9. TORY STREET SEISMIC STRENGTHENING BUSINESS CASE

Ms. Lloyd observed that she is a director of Naylor Love, as noted in the Conflicts of Interest Register in Item 1.

The paper was taken as read.

The CFOO provided a summary of past decisions and further context of this project for new Board members, noting the project's mention in Te Papa's Letter of Expectations from the Minister for this Financial Year. In addition, it has been determined that Te Papa must replace a wall as part of this project to ensure building compliance at the end of the project.

Discussion points included: safety and movement collection items; confirmation that dry specimens are in a different building; construction solution peer review; construction contingency budget; WCC lease agreement at Tory St site.

Management confirmed that standard strengthening methodology will be applied and that they are satisfied with the Hawkins team assigned to this project given the established relationship and recent track record (Toi Art and Te Taiao).

Distinct from this Business Case, the Board requested a plan for the longer-term utilisation of the building.

The Board noted:

- **the contents of the Business Case;**
- **the Minister's Letter of Expectations for 2019/20;**

- that the expected costs to complete seismic strengthening are \$4.3 million over the period 2019/20 to 2020/21;
- that the expected costs to replace the north wall of Building 4 are approximately \$0.65 million over the period 2019/20 to 2020/21;
- that this work will be funded by the approved Capital Programme 2019/20 which provided \$4.0 million for seismic strengthening of Tory Street, plus \$0.95 million reprioritised from the draft Capital Asset Management Plan (CAMP) in out-years.

And

Approved the case to proceed with the seismic strengthening of the Tory Street facility and the replacement of the North wall at a combined costs of \$4.95 million, using the \$4 million funding approved by the Te Papa Board for this purpose in the Te Papa Capital Programme 2019/20 and a further \$950,000 from a reprioritised FY20/21 and FY21/22 CAMP.

Prof. Sir Peter Gluckman and the Head of Property, Facilities and Security left the meeting at 10.32am.

The meeting adjourned at 10.32am.

The meeting recommenced at 10.43am.

HEI WHAKAMŌHIO NOA | ITEMS FOR NOTING

10. PULSE SURVEY

The paper was taken as read.

The Chief Executive introduced the paper noting the improvements.

The Board noted the paper.

The CFOO left the meeting at 10.55am.

The Director of S&P joined the meeting at 10.55am.

11. STATEMENT OF INTENT AND LETTER OF EXPECTATIONS

The paper was taken as read.

The Director S&P introduced the paper. Discussion points included: biculturalism capability review; Public Services Bill; deconstructing museum practice.

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The Board noted:

- the new **Enduring Letter of Expectations**
- that the final draft of the new Statement of Intent will be provided to the Minister before 30 April 2020; and
- that the Letter of Expectations for Te Papa from the Minister will be issued in December.

12. PROJECT MANAGEMENT SUMMARY

The paper was taken as read.

The Board noted the paper.

13. WONDERLAND

The paper was taken as read.

The Board noted the paper.

HE KAUPAPA ANŌ | GENERAL BUSINESS

14. FAREWELL TO CHIEF EXECUTIVE

The Board thanked the Chief Executive for his service to Te Papa and wished him well for future endeavours.

APPROVED



Fran Wilde
Chair, Te Papa Board

30 January 2020